

**City of Ocala**  
**Recreation and Parks Department**  
**Rental Facilities and Rates List**

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1. Security deposits made more than 30 days prior to the rental may be paid with cash, check, certified check, money order, Visa, Mastercard or Discover. The security deposits will be refunded by mail within 21 days after the rental if there is no damage to the facility. Any payments made less than 30 days before the event must be paid by cash, certified check, money order, Visa, Mastercard or Discover – no personal checks.
2. Rentals are subject to a security deposit **and** staffing fee as indicated. For contracts that include multiple days throughout the year, the damage deposit may be retained by the City as indicated on the contract until after the final rental date. This will eliminate repeated payment and repayment of the security deposit.
3. At the discretion of the Director, both the security deposit **and** the staffing fee may be required.
4. All rentals are taxable at the current Marion County tax rate. Organizations claiming tax-exempt status must provide a current copy of their tax-exempt certificate with their signed contract or the rental is subject to tax.
5. To request any rate discounts (such as special rates for long-term contracts, special events or recreation partnerships) a Special Request Form must be completed, approved by the Director and attached to the contract.
6. Requests for 100% fee waivers must be approved by City Council.
7. All rentals are subject to the terms and conditions outlined in the Recreation and Parks Lease/Rental Agreement.
8. Payment should be made by cash, check, money order, cashier check, Visa, Mastercard or Discover. For all charge card transactions, there is a 2.95% service charge with a \$2 minimum per transaction.
9. Contract times include the total of time the facility is to be occupied. This includes set-up and break-down times. Additional time for set-up and break-down outside of the contracted times is not permitted.

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**Banquet Halls**

**American Legion**

**Contact: Daniel Kenyon 368-5500**

Fees:

Rent: \$250 + tax first day  
\$187.50 + tax each consecutive day.  
Damage Deposit: \$200 to \$400  
On-call Staff Fee: \$10/hour (nights, weekends, and holidays).

FYI:

1. Tables and chairs available to seat the maximum capacity of 200 people.
2. Available all day Friday and Saturday only. Not available for rent Sunday – Thursday.
3. Kitchen available with ice machine.
4. Up to four (4) OPD officers are required for concerts, dances, class reunions, events involving alcohol, and events ending after midnight.
5. The building must be cleared by 2:00 a.m. including clean up time.

**E.D. Croskey Meeting Hall**

**Contact: Stan Creel 401-3921**

Fees:

Monday through Friday: \$35 + tax per hour. Two hour minimum per contract.  
Saturdays and Sundays: \$140 + tax for (4) four hours. \$17.50 per hour for each additional hour past four hours.  
Security Deposit: \$100  
On-call Staff Fee: \$20 minimum for four hours, then \$10 per hour for each additional hour past four hours. (Events that start or end after 5:00 p.m. and on holidays)

FYI:

1. Tables and chairs available to seat the maximum capacity of 120 people.
2. Kitchen available.

**Lillian Bryant Meeting Hall**

**Contact: Kelvin Richardson 629-8389**

Fees:

Monday through Friday: \$35 + tax per hour. Two hour minimum per contract.  
Saturdays and Sundays: \$140 + tax for (4) four hours. \$17.50 per hour for each additional hour past four hours.  
Security Deposit: \$100  
On-call Staff Fee: \$20 minimum for four hours, then \$10 per hour for each additional hour past four hours. (Events that start or end after 5:00 p.m. and on holidays)

FYI:

1. Tables and chairs available to seat the maximum capacity of 120 people.
2. Kitchen available.

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**Banquet Halls continued**

**Ocala Golf Club Banquet Room**

**Contact: Danni Melancon 427-2878**

Fees:

Monday through Thursday: \$200 + tax  
Fridays and Sundays: \$400 + tax  
Saturdays: \$500 + tax  
Security Deposit: \$200

FYI:

1. Tables and chairs available to seat 125 people. Maximum capacity is 250.
2. Kitchen available.

**Meeting Halls/Rooms**

**Pine Oaks of Ocala Meeting Room**

**Contact: Katherine Stewart 401-6940**

Fees:

Monday through Thursday: \$125 + tax  
Friday through Sunday: \$200 + tax  
Security Deposit: \$100  
Maximum capacity is 75 people.

**Ocala Golf Club Conference Room**

**Contact: Tom Hanegan 401-6938**

Fees:

Monday through Sunday: \$100 + tax  
Maximum capacity is 35 people.

**Athletic Facilities**

**MLK Recreation Complex Football/Soccer Field**

**Contact: Stan Creel 401-3921**

Fees:

\$100 + tax for games (includes lining).  
\$25 + tax per hour for practices (no lining).

FYI:

1. Available by reservation only.
2. All field lining by ORPD only.
3. If there is more than one game in a day - \$100 + tax for the first game and \$20 + tax for each additional game.
4. Fees include use of lights and restrooms (where applicable).

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**Athletic Facilities Continued**

**MLK Recreation Complex Baseball Field**

**Contact: Stan Creel 401-3921**

Fees:

\$100 + tax for games (includes lining).  
\$25 + tax per hour for practices (no lining).

FYI:

1. Available by reservation only.
2. All field lining by ORPD only.
3. If there is more than one game in a day - \$100 + tax for the first game and \$20 + tax for each additional game.
4. Fees include use of lights and restrooms (where applicable).

**Ocala Regional Recplex**

**Contact: Steve Dixon 401-3926**

Football, soccer and softball fields available.

Outdoor basketball and volleyball courts available.

Small and group pavilions available.

All rentals to be negotiated dependent on needs and capacity requirements and subject to the approval of the Recreation and Parks Director.

**E.D. Croskey Gymnasium**

**Contact: Stan Creel 401-3921**

Fees:

Monday through Friday: \$50 + tax per hour.

Saturdays and Sundays: \$200 + tax for (4) four hours. \$25 per hour for each additional hour past four hours.

Security Deposit: \$100 security deposit or \$10 per hour staffing fee for rentals after normal operating hours.

**Hampton & Jervey Gantt Aquatics Centers**

**Contact: Jenilee Garner 624-2410**

Fees:

\$100 + tax per hour (2 hour minimum).

\$10 per hour per Lifeguard (2 Lifeguard minimum).

FYI:

1. Available May - October only.
2. Friday, Saturday, and Sunday starting at 6:00 p.m.

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**Pavilions**

**Jervey-Gantt Pavilion - Large**

**Contact: Daniel Kenyon 368-5500**

Capacity: 80

Fees: \$35 + tax ½ day (4 hours or less).  
\$60 + tax full day.

Park Hours are 7:00 a.m. until dark. Restrooms available. No water or electricity provided. One grill available. Do not dump or leave coals.

**Jervey-Gantt Pavilion - Small**

**Contact: Daniel Kenyon 368-5500**

Capacity: 48

Fees: \$20 + tax ½ day (4 hours or less).  
\$40 + tax full day.

Park Hours are 7:00 a.m. until dark. Restrooms available. No water or electricity provided. Two grills available. Do not dump or leave coals.

**MLK Recreation Complex Pavilion**

**Contact: Stan Creel 401-3921**

Capacity: 100

Fees: \$35 + tax ½ day (8 a.m. – 1 p.m. or 1 p.m. – 6 p.m.)  
\$60 + tax full day (8 a.m. – 6 p.m.)

Restrooms available. No grills, water or electricity provided. Can bring a grill. Do not dump or leave coals.

**Lillian Bryant Pavilion**

**Contact: Kelvin Richardson 629-8389**

Capacity: 100

Fees: \$35 + tax ½ day (8 a.m. – 1 p.m. or 1 p.m. – 6 p.m.)  
\$60 + tax full day (8 a.m. – 6 p.m.)

Restrooms available. No grills, water or electricity provided. Can bring a grill. Do not dump or leave coals.

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**Pavilions Continued**

**Scott Springs Pavilion**

**Contact: Daniel Kenyon 368-5500**

Capacity: 25

Fees: \$20 + tax ½ day (4 hours or less)  
\$40 + tax full day

Park Hours are 7:00 a.m. until dark. Restrooms available. No grills, water or electricity provided. Can bring a grill. Do not dump or leave coals.

**Equipment**

**Contact: Chris Thomas 368-5502**

**Bleachers:**

\$60 + tax (per bleacher)      Dimensions: Seats 30. 15' long, 3-tier.      Delivery\* and set up included.

**Stages:**

Large Stage: (2 sections) Can rent one section or both. \$180 + tax per section per weekend.  
Dimensions: 8' x 27' each.      Delivery\* and set up included.

Small Stage: (2 sections) Can rent one section or both. \$90 + tax per section per weekend.  
Dimensions: 8' x 15' each.      Delivery\* and set up included.

\*Delivery in Ocala City limits only.